



# LOS ANGELES COUNTY COMMISSION ON HIV

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## PRIORITIES AND PLANNING (P&P) COMMITTEE MEETING MINUTES

March 25, 2008

**Approved**  
**5/13/2008**

MEMBERS PRESENT	MEMBERS ABSENT	PUBLIC	HIV EPI AND OAPP STAFF	COMM STAFF/CONSULTANTS
Jeff Goodman, <i>Co-Chair</i>	Eric Daar	Teresa Castillo	Juhua Wu	Jane Nachazel
Kathy Watt, <i>Co-Chair</i>	Douglas Frye	Jim Chud	Dave Young	Glenda Pinney
Mario Chavez		Camila Crespo		Craig Vincent-Jones
Joanne Granai		Lisa Fisher		
Michael Green		Miki Jackson		
Bradley Land		Mike Johnson		
Anna Long		Gabriela León		
Quentin O'Brien		Seth Levy		
		Rich Matthias		
		Trip Oldfield		
		Natalie Sanchez		
		Jill Rotenberg		

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- 1) **Agenda:** Priorities and Planning (P&P) Committee Agenda, 3/25/2008
- 2) **Memorandum:** Guidelines for Nomination of Non-Commission Committee Members, 12/6/2006
- 3) **Policy/Procedure:** Non-Commissioner Committee Appointments, 1/11/2007
- 4) **Memorandum:** Consumer Priority- and Allocation-Setting Recommendations, 3/25/2008
- 5) **Matrix:** Year 19 Priority- and Allocation-Setting Summary of Service Provider Forums, 2/29/2008
- 6) **Legislation:** AB 512: Lieber (*Contracts: Translation*), 2/20/2007
- 7) **Legislation:** AB 2899: Portantino (*Sexually Transmitted Diseases: HIV and AIDS: Counseling*), 2/22/2008
- 8) **Table:** YR 17 Ryan White Part A/B Funding Expenditures by Service Category, 2/29/2008
- 9) **Table:** YR 17 Ryan White Part A/B, MAI, NCC, State, and CDC Funding Expenditures by Service Category, 2/29/2008
- 10) **List:** Ryan White Expenditures by Service Category Summary Key, 3/10/2008
- 11) **Memorandum:** Minority AIDS Initiative Interim Investment Plan, 2/15/2008
- 12) **Application:** Ryan White HIV/AIDS Program, Part A Minority AIDS Initiative, Fiscal Year 2008 Application, 3/20/2008
- 13) **Table:** Commission's Year 17 Implementation Plan, 6/12/2007
- 14) **List:** Comprehensive Care Plan Adversity Sectors, 12/31/2005

1. **CALL TO ORDER:** Mr. Goodman called the meeting to order at 12:48 pm.
2. **APPROVAL OF AGENDA:**  
**MOTION #1:** Approve the Agenda Order (*Passed by Consensus*).
3. **APPROVAL OF MEETING MINUTES:** There were no meeting minutes.  
**MOTION #2:** Approve the Priorities and Planning (P&P) Committee Meeting minutes, as presented (*Postponed*).

4. **PUBLIC COMMENT, NON-AGENDIZED:** Ms. Rotenberg announced the "Let's Get Fired Up!" Women's Summit 2008 would be April 18<sup>th</sup> at the California Endowment. Breakfast, lunch, and all-day advocacy training for consumers and providers were offered. Flyers were in the reception area.
5. **COMMISSION COMMENT, NON-AGENDIZED:** Ms. Granai announced there would be a SPA 1 consumer leadership training the following Monday about the Commission and systems in the EMA. Six consumers had already committed to attending.
6. **PUBLIC/COMMISSION COMMENT FOLLOW-UP:** There were no comments.
7. **CO-CHAIRS' REPORT:**
  - A. **Co-Chair Elections:** Mr. Vincent-Jones noted Mr. Goodman and Ms. Watt were re-nominated. No other nominations came forward.  
**MOTION #2A:** Approve Jeffrey Goodman and Kathy Watt as P&P Committee Co-Chairs (*Passed by Consensus*).
  - B. **Other Committee Members:**
    - Mr. Vincent-Jones reported that last Ordinance revision included a clause that allowed the Board to appoint a certain number of voting non-commissioners directly to committees to reflect areas of expertise not met by those currently interested in becoming Commissioners.
    - Each committee needed to determine what, if any, non-Commission committee members it felt would be valuable and what criteria such members would need to meet.
    - ➡ It was agreed that the Committee would review the materials and discuss criteria at the April meeting.
8. **YR 18 ALLOCATIONS:**
  - A. **YR 18 Award Increase:**
    - Mr. Vincent-Jones reported that the Year 18 Ryan White award reflected an increase of approximately \$685,000 or 2%. The grant award had not seen an increase of this size since it initiated contingency planning. To date, P&P Committee had been more focused on how to address decreases, flat-funding, or negligible increases. The Year 18 contingency plan for up to a 4.9% increase distributed the funds according to the flat-funded scenario.
    - OAPP had suggested that 2% distributed among existing contracts would not be cost-effective because it would entail a large administrative burden to augment each contract and because funds could better address the \$900,000 cut from Medical Outpatient (MO). The Consumer Caucus had also sent a memorandum to P&P on funding needs prior to receipt of the award.
    - Ms. Granai felt that MO and concern about transportation to medical appointments like were key issues. Ms. Granai asked how much Transportation had been cut. Dr. Green replied the cut was about \$300,000, but was exacerbated by an increase in rates. He was not certain of the cumulative effect. Mr. Chud asked if there were County transportation discounts. It was noted that everyone received the same disability discount. Ms. Jackson said homeless agencies routinely provided bus tokens rather than bus passes to reach more clients.
    - Mr. Land asked what Medi-Cal/Medicaid/ADAP problems could actually be addressed. Mr. Vincent-Jones clarified that MO allowed providers to fund medications not on the ADAP formulary under the Local Pharmacy Program (LPP). Dr. Green noted that if the funds were allocated to MO then OAPP could negotiate with providers to encourage LPP, depending on the need of each provider and its ability to utilize funds in that area.
    - Ms. Watt noted the complexity of the "donut hole" issue. Consumer education was needed on other sources that provided funds for uncovered drugs and how to shift insurance coverage to access appropriate formularies. She felt a one-time fix with last resort dollars did not address the bigger coverage issue faced by everyone in Medicare.
    - Mr. Vincent-Jones said he had interviewed several Commissioners who were going without medications. The recurring theme was that people were caught in the Medicare Part D "donut hole" and needed \$2,000 - \$4,000 to escape it. There was national legislation to allow ADAP drugs to be considered as share-of-cost for the "donut hole," but that would take at least a year. Funds could be used to address that issue which was being compounded by ADAP and Medi-Cal cuts.
    - Mr. O'Brien felt emphasizing LPP was a dangerous precedent since drugs sucked up funds while core issues were policy matters like changing the Medi-Cal program and ensuring that ADAP drugs counted toward the "donut hole." Further, the OAPP formulary had not changed in five years and was out-of-date. LPP reimbursement itself was complex. He felt additional funds to Benefits Specialty would be more effective in helping people get the benefits they needed. Mr. Johnson agreed Benefits Specialty was important, but even people at the table could not get all their medications. He



commented while LPP was a stop-gap, people could not survive without their medications. Mr. Goodman noted some ADAP non-formulary drugs were expensive and a few consumers could absorb all the funds.

- Dr. Green said the original MO reduction due to the shift of MAI funds was \$2 million. OAPP was able to reduce that to \$900,000 and suggested using these funds to further reduce it. Part A/B funds could not be used directly to help people out of the "donut hole" because one federal program could not be used to access benefits in another. It could be used for general MO and MO drugs.
- Mr. Matthias felt MO was underspent. He also recalled Mario Pérez had initiated a Transportation review that might pertain to the allocation once available. Mr. Vincent-Jones noted that Year 18 financials were not yet complete. Year 17 financials still reflected the over-commitment policy that had since been discontinued.
- Mr. Johnson noted paradigms were compassion, equity, and utilitarianism. Operating values were access, efficiency, and quality of care. Consistent with that, the Consumer Caucus was formed to give better voice to consumers and it has.

**MOTION #3 (*Land/Granai*):** Allocate the additional Year 18 Ryan White Part A funds to Medical Outpatient with an emphasis on drug reimbursement (*Passed by Consensus*).

9. **YR 19 PRIORITY- AND ALLOCATION-SETTING:**

- A. **Provider Forums:** Ms. Pinney presented the summary of responses from the Provider Forums. She noted SPN Coordinators facilitated, with staff and Commissioners available to provide support and answer questions. Ms. Fisher felt the process helped develop the Commission/SPN relationship and enhanced provider buy-in. She added that reduction of the number of questions in the ranking process made it less tedious.
- B. **Provider Assessment Survey:**
  - Ms. Pinney said letters about the Year 19 Priority- and Allocation-Setting process were sent to OAPP-funded providers in January. A timeline, schedule of forums, and provider assessment survey were included with a February 29<sup>th</sup> due date, but only four surveys were returned by that time. Ms. Pinney sent an email March 24<sup>th</sup> requesting providers who had not done so to complete the survey.
  - Staff had discussed incorporating the survey into the forums since some of the questions in the survey come up at the forums. The downside was that the surveys were specifically for OAPP-funded providers and forums include non-OAPP-funded service providers.
  - Mr. O'Brien suggested using Survey Monkey for briefer surveys. Dr. Green said OAPP had good response with those.
  - ➡ It was agreed to redesign the mechanisms for provider input, and to do close-ended questions in Survey Monkey and open-ended questions at the forums.
- C. **Funding Thresholds:** The item was postponed.

10. **STATE LEGISLATION:**

- A. **AB 512, Lieber (*Contracts: Translation*):** Mr. Vincent-Jones noted this had been referred by JPP to P&P because it dealt with translation. It might or might not require action.
  - ➡ It was agreed that the legislation merited "no action" from the Commission.
- B. **AB 2899, Portantino (*Sexually Transmitted Diseases: HIV and AIDS: Counseling*):** Item withdrawn due to agenda error.

11. **FINANCIAL REPORTS:**

- Mr. Young presented the draft expenditure reports and key. Current figures were through 2/29/2008 (Year 17), but only reflected January 2008 to date. Final figures would reflect through February, as well as any adjustments from cost reports, and would be completed in May. Mr. Young said he would begin bringing Year 18's data in April.
- Dr. Green noted that at year's end, OAPP needed to demonstrate to the Commission and HRSA that Parts A/B funds were spent according to the Commission's allocations.
- Ms. Granai asked if an annual breakdown by SPA were available. Dr. Green said it would be possible to survey CaseWatch by who lives in a SPA. Contracts were not allocated by SPA; they are based on population served per SPA. It could not provide expenditures per SPA, but services delivered.
- Ms. Watt said she and Mr. Goodman recommended that the Committee review the data each month but, barring something unusual, bring it to P&P and the Commission quarterly as there were few changes month-to-month and it would save meeting time. Mr. Vincent-Jones felt P&P should keep it on the P&P agenda monthly since a legislative responsibility was to maintain oversight. Review took little time once the committee was accustomed to reviewing the report regularly. Mr. Young said OAPP would also point out any unusual spending or estimate patterns.
- ➡ It was agreed that OAPP would provide reports monthly and highlight columns that changed. P&P would review them in brief monthly and in-depth quarterly. They would be in the Commission packet monthly with a P&P report quarterly.
- ➡ Dr. Green agreed to provide an annual service breakdown by SPA for the Committee's review.

12. **MAI IMPLEMENTATION PLAN:**

- Dr. Green noted the summary memorandum and the complete application with implementation plan were in the packet. "Fiscal Year 2008" referred to August 2007 through July 2008. Dr. Green said that it was called a continuing application, but really was a progress report since the duration of the grant was three years. It reflected the 2% increase over all service categories.
- There were changes to the MAI year and to service categories this year. There was initial concern that funds could not be carried over from year-to-year since the ability to do so with Parts A/B was very limited. OAPP had since been informed that MAI funds could be carried over within the three years, but preferred to do so as little as possible in case that changed.
- ➔ Dr. Green said Conditions of Award (COAs) required a final allocation table of expenditures, and MAI tables of racial breakdowns per service category. He would forward materials to P&P as completed.

13. **COMMITTEE WORKPLAN UPDATE:** Mr. Vincent-Jones noted this was updated annually by each committee. Many routine items would only need new dates. Special tasks for last year have been completed. P&P may choose to add new tasks for the current year. The document also included P&P's objectives with their associated Bylaws.

- ➔ It was agreed to highlight strategic activities while keeping routine activities in the plan so that all plans could be linked and eventually tied into an internal assignment system.

14. **GEOGRAPHIC ESTIMATE OF NEED REPORT:** The item was postponed.

15. **COMPREHENSIVE CARE PLAN:**

- A. **"Adversity Sectors":** The item was postponed.
- B. **Comprehensive Planning Training:** Mr. Vincent-Jones indicated that the initial work group needed to be small. Staff felt it would not be feasible to have all eight SPN coordinators. Instead, in collaboration with OAPP, it was agreed a couple might represent all to develop the process.
- ➔ It was agreed the SPN Coordinators would decide who would represent them and email staff.

16. **DATA SUMMIT PLANNING:** The item was postponed.

17. **SERVICE PROVIDER NETWORKS:** Ms. Rotenberg asked if a report was expected. Mr. Vincent-Jones replied the item on the agenda was only meant to offer a space for input if desired.

18. **OTHER STREAMS OF FUNDING:** The item was postponed.

19. **STANDING SUBCOMMITTEES:** The item was postponed.

20. **CURRENT WORK PLAN:**

- A. **Prioritization:** The item was postponed.
- B. **Assignments:**
  - ➔ It was agreed to add a May 13<sup>th</sup> meeting to begin to review priority- and allocation-setting data. Service utilization and some LACHNA analysis should be available by then.

21. **ANNOUNCEMENTS:** There were no announcements.

22. **ADJOURNMENT:** The meeting was adjourned at 3:25 pm.